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ABSTRACT

Monographs of current interest in the fields of libraries, information science, media, and educational technology are cited in this annotated bibliography. Titles listed are selected from the publications received for review at the ERIC Clearinghouse on Information Resources. The 119 citations are indexed by subject, and a directory of publishers' addresses is provided. (SW)

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AN ALERTING SERVICE BIBLIOGRAPHY
ON
LIBRARIES, MEDIA, AND EDUCATIONAL TECHNOLOGY

DECEMBER 1979

Issued by the ERIC Clearinghouse on Information Resources
School of Education, Syracuse University
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PREFACE

Many publications of current interest within our scope area are received by the Clearinghouse on Information Resources for review. This annotated bibliography has been developed as a means of alerting ERIC users to recent publications in their field(s). Titles have been selected on the basis of usefulness and general interest rather than very specialized technical reports for a restricted audience, and annotations are brief. We hope that the publishers will consider this notice an acknowledgement and fair return for their kindness.

All books chosen deal with some aspect of libraries, information science, media, or educational technology, though not necessarily in an educational context. This listing does not in any way imply endorsement of these publications by the Clearinghouse or by the ERIC system.

Citations are arranged in alphabetical order by authors; a simple subject index provides access by citation number; and a directory of publishers includes addresses.

This bibliography is available to users upon request from the Clearinghouse; each request should be accompanied by a self-addressed, stamped (48¢) 9x12 inch manila envelope.

Marilyn R. Laubacher, Compiler

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AN ALERTING SERVICES BIBLIOGRAPHY ON

LIBRARIES, MEDIA, AND EDUCATIONAL TECHNOLOGY

1. Abrams, Alan E., Ed. Media Personnel Directory. 1st Ed. Detroit, MI: Gale Research, 1979. 263pp. $28.00.

   Furnishes contacts with editors, publishers, columnists, art directors, book reviewers, foreign and domestic correspondents and bureau chiefs, sales and production managers, and other creative and management personnel serving on more than 700 major U.S. and international magazines and periodicals. Entries include name, job title, and last-reported place of service.

2. Adams, William, and Fay Schreibman, Eds. Television Network News: Issues in Content Research. Washington, DC: George Washington University, 1978. 231pp. $6.00.

   A collection of essays designed to aid students and researchers interested in the study of television news, especially newscast content, published under the auspices of Television and Politics Study Program of the School of Public and International Affairs, George Washington University. Three areas selected for special attention were: the status of existing research, methodological issues, and future directions in research.

3. ASLA Interlibrary Cooperation Committee, Comp. and Ed. The ASLA Report on Interlibrary Cooperation 1978. 2nd Ed. Chicago, IL: Association of State Library Agencies, 1978. 452pp.

   A compilation of information on current interlibrary cooperation activities in the U.S., as reported by the state and territorial library agencies. Information was collected via a survey designed and conducted by the Subcommittee to Produce the 1978 Report of the Interlibrary Cooperation Committee of the Association of State Library Agencies.

4. Auster, Ethel, Comp. Reference Sources on Canadian Education, An Annotated Bibliography. Toronto, Ontario: Ontario Institute for Studies in Education, 1978. 122pp. $5.95 paper.

   This guide focuses on selected reference sources dealing with Canadian education, and was compiled for teachers-in-training and graduate students in education, educators and their support staffs, librarians building education collections, and counselors and parents looking for appropriate schools and occupations for their students and children. The 318 annotated entries have been divided into 13 chapters according to the type of reference tool described, and each chapter is preceded by a brief introduction.

5. Baecker, Edith K., and Dorothy C. Senghas. A Little Brief Authority: A Manual for Establishing and Maintaining a Name Authority File. Norwood, MA: DeDoss Associates, 1978. 48pp. $3.50.

A how-to manual for all library workers concerned with making and keeping their catalogs responsive and intelligible to users, based on Library of Congress headings and AACR, and explaining how to set up an authority file, establish cross references, and include personal and corporate name references. A chapter on card mechanics and an index and bibliography are included.

6. Bates, Tony, and Margaret Gallagher, Eds. and Comps. Formative Evaluation of Educational Television Programmes. London, England: Council for Educational Technology, 1978. 63pp.

   The outcome of a seminar held by the Council for Educational Technology in March 1978 (attended by about 30 people from the BBC, IBA, independent broadcasting companies, the Council for Educational Technology, and the Open University) to discuss formative evaluation, i.e., the systematic testing and evaluation of programs and the implementation of necessary changes before they are broadcast, and to identify relevant and useful research in this area.

7. Bayne, Pauline Shaw, Ed. Music Library Association, Comp. A Basic Music Library: Essential Scores and Books. Chicago, IL: American Library Association, 1978. 182pp. $5.00.

   A series of selective lists of essential scores and books about music that will be valuable to small and medium-sized libraries interested in enriching their music collections. Intended to complement a basic record collection; complete ordering information is given for each item.

8. Beazley, Richard M. Library Statistics of Colleges and Universities, 1976 Institutional Data. Urbana-Champaign, IL: University of Illinois Graduate School of Library Science, 1979. 184pp. $5.00.

   Prepared by the National Center for Education Statistics (DHEW, Washington, D.C.), this publication continues the series of reports listing basic data received from each institution responding to the college and university library survey. Includes statistics on collections, staffing, expenditures, and circulation.

9. Bell, Irene Wood, and Jeanne E. Wieckert. Basic Media Skills through Games. Littleton, CO: Libraries Unlimited, 1979. 242pp. $13.50.

   Presents 74 games that can be used in a variety of combinations to teach the progression of skills necessary for elementary school students to effectively use the Instructional Materials Center. This progression involves introducing students to the IMC, explaining the logic and use of the card catalog, teaching the structure and application of Dewey Decimal Classification, identifying reference books and their uses, and demonstrating the functions and applications of basic audiovisual hardware and software. Lists of needed materials, complete instructions, and illustrations are included.

10. Bensinger, Charles. The Video Guide. 2nd Ed. Santa Barbara, CA: Video-Info Publications, 1979. 261pp. $14.95. (Distributed by Esselte Video).

    Designed for the non-professional user of video hardware, this guide contains complete descriptions of the mechanics, advantages, and limitations of the popular 1/2" and 3/4" systems, including the Beta and VHS machines used in home recording. More than 400 detailed photos, drawings, and charts supplement the text to describe operational and maintenance procedures. Video accessories are also explained; a glossary of video terms, full subject index, public access/pay TV fact sheets, video/TV magazine and book listings, and equipment manufacturers source list are also included.

11. Beswick, Barbara. Producing Lists of Learning Materials. Guidelines 7. London, England: Council for Educational Technology, 1979. 56pp. British pounds 3.25.

    Intended to provide assistance to compilers of lists of learning materials (other than books) by analyzing the task and suggesting how it can be accomplished. Sections include 1) Before making the list--objectives, staff input, costs; 2) Compiling the list--materials, users' needs, form of the list, preparing the list for typing, layout of the list.

12. Bibliographic Guide to Education: 1978. Boston, MA: G.K. Hall, 1979. 443pp. $75.00.

    A comprehensive annual subject bibliography, consisting of publications cataloged by Teachers College, Columbia University, with additional entries from The New York Public Library, for thorough subject coverage. Provides complete LC cataloging information for each title, ISBN, identification of library holdings; access is by main entry. All aspects and levels of education are represented, as well as administrative reports of departments of education for various countries and for U.S. states and large cities. Works in all languages are included.

13. Bonk, Wallace John, and Rose Mary Magrill. Building Library Collections. 5th Ed. Metuchen, NJ: Scarecrow Press, 1979. 390pp. $10.00.

    A guide for the introductory course in collection development, this text introduces common principles, accepted procedures, unresolved questions, and current selection and acquisition tools. Sections are divided into Selection, Acquisitions, and Maintenance. Appendices include the Library Bill of Rights, the ALA Intellectual Freedom Statement, and the guidelines for collection development policies produced by RTSD, among others.

14. Boocock, Sarane S., and E.O. Schild, Eds. Simulation Games in Learning. Beverly Hills, CA: Sage Publications, 1978. 279pp. $8.95.

    A progress report on recent thinking and findings in the area of simulation games (or games with simulated environments), as they are used as teaching devices. Includes discussions of the rationale behind the technique as well as presentation of some evidence on its effects, the parameters within which it is used, and perspectives for the future. Appendices include a selective bibliography on simulation games as learning devices, and major centers involved in research and development of games with simulated environments.

15. Boydston, Jo Ann, and Kathleen Poulos. Checklist of Writings about John Dewey, 1887-1977. 2nd Ed., Enlarged. Carbondale, IL: Southern Illinois University Press, 1978. 476pp. $15.00.

The standard bibliographical reference work on the writings about John Dewey, containing more than 2500 entries (300 new in this edition), and covering ninety years of scholarship, is designed to encourage and facilitate a wide range of Dewey studies. Sections include: published works about Dewey; unpublished works about Dewey; reviews of Dewey's works; and reviews of works about Dewey.

16. Bracken, Jeanne, and Sharon Wigutoff. Books for Today's Children. An Annotated Bibliography of Non-Stereotyped Picture Books. Old Westbury, NY: The Feminist Press, 1979. 45pp. $1.50 paper.

This annotated list includes 143 titles in two categories--Highly Recommended and Recommended. Two smaller categories include Recommended with Some Reservations and Not Recommended titles. Criteria for nonsexism include: girls and women in self-actualizing situations, boys and men expressing emotions, and the addressing of life experiences previously ignored in literature for young children.

17. Bramley, Gerald. Outreach: Library Services for the Institutionalised, the Elderly, and the Physically Handicapped. Hamden, CT: Linnet Books, 1978. 232pp. $12.50.

Examines the social and economic factors which have contributed to the emergence of library provision for the disadvantaged, mainly in the U.S. and Great Britain. Designed for library students or new librarians, there is an emphasis on organizing and administering libraries in institutions and on the methods for supplying reading material to the housebound and disabled.

18. Breivik, Patricia Senn, and E. Burr Gibson, Eds. Funding Alternatives for Libraries. Chicago, IL: American Library Association, 1979. 182pp. $9.00.

Offers ideas and methods for obtaining financial support other than those on which libraries regularly rely in order to maintain current collection development and service patterns and to expand their services. Two categories of papers are concerned with the methods of organizing a fund-raising campaign for corporate and private gifts, and identifying the specific areas where support is available and how to draw upon it. Attention is also given to operating effective development programs in academic libraries.

19. Brook, David, and Philip Race. Aspects of Educational Technology, Volume XII: Educational Technology in a Changing World. New York, NY: Nichols Publishing, 1978. 474pp. $30.00.

Proceedings of the 1978 APLET Conference, divided into nine subject categories: educational technology and developing countries, training the trainers, commercial and industrial applications, instructional media, applications in science education and medical and paramedical education, the computer and educational technology, learning and perception, and resources in educational technology. Also includes the Delegates' Forum Review, workshop sessions, keyword and author indexes. Twelfth in a series of conference proceedings.

20. Brown, Lucy Gregor, and Betty McDavid. Core Media Collection for Elementary Schools. 2nd Ed. New York, NY: R.R. Bowker, 1978. 224pp. $17.50.

Designed to provide a qualitative selection guide to nonprint media titles, the majority of them are for sound or captioned filmstrips, kits, recordings, and some 16mm films. Study prints, art prints, 8mm loops, slides, and transparencies are also listed; all cover a wide variety of subject and ability level (for grades K-6). Recommending sources are listed, main entries are indexed by subject, and a title index and producer/distributor directory are included.

21. Bunyan, John A., James C. Crimmins, and N. Kyri Watson. Practical Video: The Manager's Guide to Applications. White Plains, NY: Knowledge Industry Publications, 1978. 207pp. $17.95.

A book for every type of video user, emphasizing day-to-day application and including case histories of actual user experience with specific applications; and providing coverage of a variety of organizations, small and large, with different business and communications needs, varying applications, some successful, others not.

22. Chen, Ching-chih, Ed. Quantitative Measurement and Dynamic Library Service. Phoenix, AZ: Oryx Press, 1978. 312pp. $16.50.

Designed to help and encourage library managers with little statistical background to utilize analytical and quantitative methods (statistics, probability-theory, and systems analysis) in library decision making processes. Part I consists of four papers dealing with different aspects of the quantitative evaluation of library services; Part II presents various types of practical library statistical studies. Includes a glossary of terms and an extensive bibliography.

23. Chenhall, Robert G. Nomenclature for Museum Cataloging. A System for Classifying Man-Made Objects. Nashville, TN: American Association for State and Local History, 1978. 520pp. $25.00.

Contains a structured, terminological system for the naming of man-made objects, which is organized, internally consistent, and hierarchical, and includes an expandable, standardized word list for the storage and retrieval of information about man-made objects. Intended to be used by any museum cataloging system, whether manual or computerized.

24. Cohen, Aaron, and Elaine Cohen. Designing and Space Planning for Libraries: A Behavioral Guide. New York, NY: R.R. Bowker, 1979. 258pp. $24.95.

Concentrates on the interior design aspects of library planning, with a special emphasis on do-it-yourself techniques. Surveys the many different elements that go into setting up a library facility, including space arrangements, floor loading requirements, book stack spacing, furniture and equipment selection, power and energy requirements, and discusses floor plans, in-depth cost analysis, and pictorial documentation. Intended to combine aspects of functionalism and aesthetics.

25. Cole, John Y., Ed. The Library of Congress in Perspective. A Volume Based on the Reports of the 1976 Librarian's Task Force and Advisory Groups. New York, NY: R.R. Bowker, 1978. 281pp. $21.95 postpaid.

Begins with an historical narrative, spanning the Library's origins and early years, its expanding role and development of national services, and its reorganization and consolidation; Part 2 is a report from the 1976 Task Force on Goals, Organization, and Planning, which covers every aspect of the Library's responsibilities and potential for greater service, with 33 recommendations; the final section describes the 1977 activities of the Library's new planning office.

26. Conroy, Barbara. Library Staff Development and Continuing Education: Principles and Practices. Littleton, CO: Libraries Unlimited, 1978. 320pp. $17.50.

This manual is a planning guide and handbook for those who are responsible for developing continuing education and staff development programs, systematically outlining and illustrating the fundamental principles of successful programs, and including charts, checklists, a glossary, bibliographies, and models of program development and evaluation. Divided into three major sections--Planning, Implementing, and Evaluating the Learning Program.

27. Cordasco, Francesco, and David N. Alloway. Sociology of Education: A Guide to Information Sources. Volume 2. Detroit, MI: Gale Research, 1979. 278pp. $22.00.

Designed to provide a compact, yet representatively comprehensive guide to the body of literature dealing with the sociology of education. Chapter 1 brings together foundational materials essential for study; chapter 2 deals with teaching and teaching personnel, and the administration of schools; chapter 3 includes studies addressed to the articulation of educational structure, its needs and evolving change; and chapter 4 includes titles which deal with the major issues dominating contemporary American educational practice. The majority of entries are studies from the 1960s and 1970s, written by American authors dealing with American themes.

28. Deitz, Samuel M., and John H. Hummel. Discipline in the Schools: A Guide to Reducing Misbehavior. Englewood Cliffs, NJ: Educational Technology Publications, 1978. 282pp. $13.95 cloth, $8.95 paper.

Primarily designed to teach alternatives to methods of punishment available to teachers, by presenting and explaining a large variety of procedures from which he/she may choose when faced with problems of misbehavior. Section I deals with issues in identifying, defining, and measuring misbehaviors, and evaluating programs for their reduction; II discusses ten procedures which have been found effective for reducing or eliminating misbehavior, and III summarizes and discusses implications and conclusions derived from other sections.

29. de Wit, Dorothy. Children's Faces Looking Up: Program Building for the Storyteller. Chicago, IL: American Library Association, 1979. 166pp. $11.00.

The principle aim is to inform the young or new storyteller of the characteristics of a sound program, including a brief background on storytelling and how it evolved, the definition of the tellable tale, recognition of good story material and how to find it, and the process of relating stories in creative and imaginative designs. Six sample programs and an extensive list of sources of program materials are provided.

30. Downs, Robert B. Books that Changed the World. 2nd Ed. Chicago, IL: American Library Association, 1978. 424pp. $15.00.

The author's thesis is that certain books have exerted a profound influence on history, culture, civilization, and scientific thought throughout recorded time, and his aim was to analyze two categories of writings: those that were direct, immediate instruments in determining the course of events, and those that have molded minds over centuries of time.

31. Dyer, Esther R. Cooperation in Library Service to Children. Metuchen, NJ: Scarecrow Press, 1978. 160pp. $6.50.

A study of the administration and governance of two competing, publicly-funded agencies (public schools and public libraries) which share a common client group: children. Areas of common concern and interests are delineated, alternatives for cooperation in areas of program development, organization and management, and facilities are addressed.

32. Dyer, Esther R., Comp. Cultural Pluralism and Children's Media. Chicago, IL: American Library Association, 1979. 88pp. $4.50.

Part of a series on issues of concern to media specialists, this monograph discusses, within a legislative and societal framework, the potential role of the media center in realizing a cultural pluralism (a respect for diversity in the human condition). Aspects of this philosophy in a library and media center include selection, evaluation, and acquisition of foreign-language materials, knowledge of other problems within a cultural context, and the value of culturally pluralistic materials and service for library programs.

33. Educating the Handicapped: Millions for Media, Training, Personnel. Fairfax, VA: National Audiovisual Association, 1979. 48pp. $10.00 prepaid.

Describes 21 programs for handicapped, early childhood, school-age, and job training supported by federal funding, and explains who can apply for money and how to do it. A special section is devoted to state appropriations for special education, including how much money is available and how it is released to schools.

34. Education and Training: Theory and Provision: With a Look at New Developments and an Example of the Challenge Confronting Information Workers. The Hague, Netherlands: Federation Internationale de Documentation (FID), 1979. 158pp.

Papers presented at the FID Pre-Congress Seminar, Edinburgh, September 18-21, 1978, which was intended to be a forum where views from industrialized and less developed countries on recent developments, trends of action, and thinking at the "educational frontier" of information science and librarianship could be exchanged.

35. Education Laws 1978: A Guide to New Directions in Federal Aid. Arlington, VA: National School Public Relations Association, 1978. 120pp.

A discussion of federal policy in education in 1978--during which ESEA will continue to send out more than $6 billion a year, and limited aid will be directed at specific education problems. Chapters include Title I; The Basic Skills Act; Special Projects; Educational Improvement, Resources and Support; State Leadership; Emergency School Aid; Bilingual Education; Community Schools; Title IX; Impact Aid; Changes in Other Education Programs; and appendices of cost estimates for Education Amendments and Fiscal 1979 Education Appropriations.

36. Edwards, Judith B., Antoinette S. Ellis, Duane E. Richardson, Donald Holznagel, and Daniel Klassen. Computer Applications in Instruction: A Teacher's Guide to Selection and Use. Hanover, NH: Time Share, 1978. 214pp. $11.87.

Intended for upper elementary and secondary teachers in all subject areas, this book provides a practical guide to determining appropriate application of computer technology, and to the selection of specific subject-related computer based instruction units. Includes material on the rudiments of computer hardware, computer programming languages, different roles the computer can play in instruction, and how the computer can be used in different curriculum areas for evaluating and selecting application units for instruction.

37. Egoff, Sheila A., Ed. One Ocean Touching: Papers from the First Pacific Rim Conference on Children's Literature. Metuchen, NJ: Scarecrow Press, 1979. 260pp. $12.00.

An anthology of papers from the first Pacific Rim Conference on Children's Literature, held May 10-15, 1976 at the University of British Columbia, whose theme was the child and the book, and whose framework was set up to offer the widest possible variety of speakers and topics within the constraints of time, money, and geography, and to share the likes and explore the differences among the countries represented and to provide an international setting for a discussion of Canadian successes and problems.

38. EPIE Equipment Report Number 85e. Annotated Directory of Parts and Services for Audiovisual Equipment: 1978/79. New York, NY: EPIE Institute, 1978. 115pp.

This second edition is designed to assist technicians responsible for ordering parts to locate the best source for these parts, and other necessary service information, and to be able to do it easily and efficiently. Entries are arranged by brand-names and manufacturer/ dealer listings.

39. Epstein, Laurily Keir, Ed. Women and The News. New York, NY: Hastings House, 1978. 156pp. $12.50.

The result of a two-day conference on women and the news held at Washington University, St. Louis, in September 1977, designed to examine three current concepts of particular interest in news media research: agenda setting, access to the media, and definitions of the news. Issues are discussed with emphasis on their relevance to women's concerns.

40. Esteva-Doyle, Corazon, Ed. Directory of Information and Referral Services in the United States and Canada. Phoenix, AZ: Alliance of Information and Referral Services, 1978. 247pp.

Agency information included in this second edition was gathered by mass mailing of questionnaires during late 1977 and early 1978. Agencies included have information and referral as a primary function, a minimum of one and one-half staff assigned to the service, and a structure which includes incorporation and a governing board.

41. Fanning, Robbie, Ed. Open Chain's Selected Annotated Bibliography of Self-Publishing. Menlo Park, CA: Fibar Designs, 1978. 12pp. $2.00.

A brief guide to self-publishing, including a definition and rationale and citations giving an overview, help in understanding print, sales techniques, business information, on-going resources, and personal experiences.

42. Fjallbrant, Nancy, and Malcolm Stevenson. User Education in Libraries. Hamden, CT: Linnet Books, 1978. 173pp. $10.50.

Provides a practical introduction to the subject of the education of library users, by means of up-to-date examples of, and the thinking behind, user education programs. Three case studies of different approaches are presented, and surveys are given of the state of the art in the United Kingdom, Scandinavia, and the United States.

43. The Free Stock Photography Directory. 1979/1980 Ed. Allentown, PA: Infosource Business Publications, 1979. 36pp. $10.00.

A comprehensive listing of over 260 sources where one may obtain access to over 48 million free stock photographs. Sources listed include major private industry, large non-profit organizations, and federal, state, and foreign government stock photography libraries.

44. Giuliano, Vincent, Martin Ernst, Susan Crooks, and James Dunlop. Into the Information Age: A Perspective for Federal Action on Information. Chicago, IL: American Library Association, 1979. 142pp. $7.50.

A report prepared by Arthur D. Little, Inc., for the National Science Foundation, which analyzes the organization of scientific and technical information in the context of the different social purposes evident from historical study. Each purpose suggests an appropriate organization of information resources. The report suggests that a basic overhaul of scientific and technical information resources is needed, first to join them to social information resources, then to make them more easily accessible to the public. The role of libraries in the distribution of this information is described in the appendix.

45. Goldgor, Vladimir, and Irene Agnew. Glossary of English and Russian Computer and Automated Control Systems Terminology. Woodland Hills, CA: Agnew Tech-Tran, 1979. 171pp. $16.25 includes postage and handling.

Translators and specialists dealing with Soviet and U.S. computer technology will find this glossary a useful supplement to standardize computer dictionaries. Includes new terms, "troublesome" phrases, standard expressions, and a list of English and Russian abbreviations.

46. Gorden, Charlotte. How to Find What You Want in the Library. Woodbury, NY: Barron's Educational Series, 1978. 141pp. $3.95.

Designed for anyone wanting to learn how to use a library, and organized to be used either in group instruction, individualized supervised instruction, or self-instruction, this manual gives complete bibliographic descriptions and annotations of a large number of general and specialized reference works, provides Self-Checking Exercises for the learner, and is divided into three sections according to use: 1) card catalog and Readers' Guide and New York Times Index; 2) reference works; 3) how to write a reference paper.

47. Gould, Jay M. Input/Output Databases: Uses in Business and Government. New York: Garland STPM Press, 1979. 137pp.

The author, organizer of the first successful private input-output database (an information system, in machine-readable form, carrying estimates on the intermediate consumption of a given commodity or service by those specified firms accounting for the bulk of such consumption), describes how such databases can be constructed from publicly available data, their characteristics and uses in economic and marketing analysis, and how they can serve as components in large-scale input/output models that can simulate the transactions of the U.S. economy and illuminate specific problems in corporate, regional, and national economic planning.

48. Grieder, Ted. Acquisitions: Where, What, and How. A Guide to Orientation and Procedure for Students in Librarianship, Librarians, and Academic Faculty. Westport, CT: Greenwood Press, 1978. 277pp. $18.95.

Part One deals with orientation and presents an overall survey of general acquisitions procedures, and aims at giving a general view of acquisitions interrelationships in and out of the library. Part Two deals with a number of specific procedures and routines at various work stations within Acquisitions, utilizing a how-to-do-it approach.

49. Hall, J.L. On-Line Bibliographic Data Bases. 1979 Directory. London, England: ASLIB, 1979. 104pp. British pounds 9.50 (8.00 to ASLIB members).

Intended as a convenient reference guide to the wealth of abstracting/indexing journals now available via the main publicly-accessible systems and services. Databases listed include over 100 abstracting/indexing journals offering access to over 40 million references, and entries include name, supplier, subject field, file details, online service supplier, and documentation available. A subject guide and name index provide additional access.

50. Hamblen, John W., and Thomas B. Baird. Computers in Higher Education 1976-77. Fourth Inventory. Princeton, NJ: EDUCOM, 1979.

This fourth survey of computers in higher education adds to the coverage of the history of computer utilization by U.S. higher education since 1964. Approximately 2150 institutions of higher education now spend nearly 1 billion dollars annually for computer facilities and their operation. This inventory contains statistics about the survey, computer systems, expenditures and sources of support, computer installations by type of usage and title of officer, and computer sciences and related degree programs.

51. A Handbook on Tactile Signs and Location Cues for the Blind and Visually Impaired. Berwyn, IL: Dialogue with the Blind, 1978. 17pp. $1.00.

A common-sense guide for those who need to know about Federal Law 504 as it relates to the visually handicapped, chapters include a discussion of the law, how to comply with it when making environmental modifications that will meet the needs of the blind and visually impaired, standards to follow, recommendations by the blind for the blind, some things to avoid, and a description of "Touch and Know" signs.

52. Hanna, Patricia Brennan. People Make It Happen: The Possibilities of Outreach in Every Phase of Public Library Service. Metuchen, NJ: Scarecrow Press, 1978. 165pp. $7.00.

The theme of this book contends that a library's effectiveness is in direct proportion to its successful use of outreach techniques. Using the Hispanic segment as a model of the general population, the book reports on libraries throughout the country which have used techniques for identifying community groups, determining their special characteristics and how the library can help them, and designing a service program to fulfill those needs.

53. Hartley, James, and Ivor K. Davies, Eds. Contributions to Educational Technology Volume 2. New York, NY: Nichols Publishing, 1978. 410pp. $25.00.

The editors' aim was to put together a selection of papers, each of which has made a contribution to the field of educational technology and represents a certain viewpoint or perspective. An epilogue and prologue attempt to encompass the widening scope of the field; papers in between consider more recent theoretical developments, practical procedures, and applications.

54. Haviland, Virginia, and William Jay Smith, Comps. Children and Poetry. A Selective, Annotated Bibliography. 2nd Rev. Ed. Washington, DC: Library of Congress, 1979. 84pp. $3.00. (Available from the U.S. Government Printing Office, Superintendent of Documents, Washington, DC 20402, S/N 030-000-00099-4)

The compilers sought to help children find pleasing and rewarding poetry by exploring the holdings of the Library of Congress to locate the best poetry--serious poems and rhymes, old and new, English and translated works from all over the world.

55. Hecquet, Marie-Claude, and David McNicoll, Eds. and Comps. A Guide to Film and Television Courses in Canada 1978-79. Ottawa, Ontario: Canadian Film Institute, 1978. 172pp. $6.95 paper.

Intended primarily as a reference tool for students wishing to pursue an interest in film and television related areas in the post-secondary schools of Canada, this edition contains course information from over 70 colleges, universities, and Colleges d'Enseignement General et Professional (CEGEP) arranged alphabetically by province. All degree, diploma, and certificate programmes are indicated when the information was available; programs are not evaluated.

56. Hill, Donna. The Picture File: A Manual and a Curriculum-Related Subject Heading List. 2nd Ed. (Rev. and Enlarged). Syracuse, NY: Gaylord Professional Publications, 1978. 182pp. $12.00.

This edition is divided into three parts: 1) Manual--which includes creating a picture file, selecting and processing pictures, and circulating and maintaining the collection; 2) Uses of Pictures in Education--which includes uses of pictures in the library, the classroom, and in teaching specific subjects; and 3) Subject Heading List--using it, subjects A-Z, and geography. Appendices include other uses of the dry mounting press, a glossary, bibliography, and index.

57. Hirschfield, Ira S., and Theresa N. Lambert. Audio-Visual Aids: Uses and Resources in Gerontology. Los Angeles, CA: Andrus Gerontology Center, University of Southern California, 1978. 179pp.

This monograph addresses how to use audiovisual aids to improve teaching and training in gerontology. Part I describes the project funded to develop this resource guide, with reference to locating media resources, establishing selection criteria, developing the evaluation questionnaire, and conducting the media assessment sessions; and focuses on media as instructional aids, citing research on learning theory and communication. Part II includes media evaluations; Part III describes the rationale used in selecting evaluation questionnaire items. Indexes provide producer/distributor addresses, and subject and title access.

58. Hunter, Woodrow, W. Education for Retirement: A Bibliography. Ann Arbor, MI: The University of Michigan, Institute of Gerontology, 1978. 96pp. $3.00.

Prepared in response to a demand for preretirement education information from persons in industry, government, labor organizations, adult education departments, higher education institutions, gerontology training centers, libraries, churches, and others, this bibliography of 700 books, articles, and audiovisual materials represents a selected listing of the literature through 1976, which is divided by subject area.

59. Jamison, Dean T., Steven J. Klees, and Stuart J. Wells. The Cost of Educational Media: Guidelines for Planning and Evaluation. Beverly Hills, CA: Sage Publications, 1978. 256pp. $17.50 hardcover, $8.95 paper.

Supported by grants from U.S. AID and the National Science Foundation, this volume provides a basis for dealing with cost analyses involved in questions about choice of media, cost-effectiveness of choices, and cost-benefit analysis. Two chapters deal with methodology and problems of educational cost analysis in general, and two on the special considerations of making cost-analyses of instructional radio and television projects are followed by cost analyses of seven instructional technology projects (two using radio, five using television).

60. Jamison, Dean T., and Emile G. McAnany. Radio for Education and Development. Beverly Hills, CA: Sage Publications, 1978. 224pp. $17.50 hardcover, $8.95 paper.

Provides an analytical synthesis, from case studies and other sources, of what is now known about radio's potential in education, development communication, and improvement of living conditions, particularly in low-income countries. Themes of the book are developed within the context of two observations by the authors: that radio will be dominant in low-income countries for at least another decade, and that education and communication will play increasingly important roles in development plans of many low-income countries, particularly in rural areas.

61. Jones, Clara S., Ed. Public Library Information and Referral Service. Syracuse, NY: Gaylord Professional Publications, 1978. 265pp.

Serves as a guide for libraries planning to introduce information and referral service, or for anyone interested in its philosophy and practice, and attempts to pull together much of what has been learned in recent years about the organization and practice of this service. A "how-to-do-it" book that the reader can use as a frame of reference, including forms and other materials that have been used.

62. Joramo, Marjorie K., Comp. A Directory of Ethnic Publishers and Resource Organizations. 2nd Ed. Chicago, IL: American Library Association, 1979. 108pp. $8.50.

A directory including 295 entries with an emphasis on Third World ethnic groups (Afro-Americans, Native Americans, Hispanic Americans, and Asian Americans). Each entry contains name and address, major purpose/emphasis, and publications. Excluded are traditional publishers, and organizations that do not publish at all or that publish materials strictly local in content.

63. Josey, E.J., Ed. The Information Society: Issues and Answers. Phoenix, AZ: Oryx Press, 1978. 157pp. $11.95.

A collection of eight essays on critical issues with which librarians and information specialists must grapple as they move into the post-industrial society. Also includes five literature review papers serving as a bibliography for further explorations. Intended to give the flavor of the American Library Association's Presidential Commission for the 1977 Detroit Annual Conference.

64. Kalisch, Beatrice J. Child Abuse and Neglect: An Annotated Bibliography. (Contemporary Problems of Childhood, No. 2) Westport, CT: Greenwood Press, 1978. 565pp. $27.50.

Addressing all aspects of this increasingly significant problem, annotated citations describe the available source material on the physical, psychosocial, legal and medical implications of the abuse of children. Subjects treated include historical attitudes, difficulties of detection and prevention, psychological and social causes, manifestations of the disorder, and treatment available. Separate sections deal with sexual abuse of children, and legal issues involved in child abuse.

65. Kaye, Evelyn. The ACT Guide to Children's Television or . . . How to Treat TV with T.L.C. Boston, MA: Beacon Press, 1979. 246pp. $5.95 paper.

Action for Children's Television's guide is designed to provide greater understanding of television's impact on young viewers and to provide a key to the best use of television for children and their families. Chapters cover such topics as "To View or Not to View," "Professional Opinions," "Television and the Classroom," "Violence and the FCC," and "The Advertising Game--Gimme Gimme Gimme," among others. Included are a short course in broadcasting, ACT Achievement Awards, resource directory, bibliography, and ACTFACTS.

66. Kent, Allen, and Thomas J. Galvin, Eds. The Structure and Governance of Library Networks. Proceedings of the 1978 Conference in Pittsburgh, Pennsylvania, Co-sponsored by National Commission on Libraries and Information Science and University of Pittsburgh. New York, NY: Marcel Dekker, 1979. 370pp. $37.50.

The proceedings are organized into six parts: the five main sections, "Network Anatomy and Network Objectives," "Network Topology: Functions of Existing Networks," "Impact of Technology," "Governance of Library Networks: Purposes and Expectation," and "Governance of Library Networks: Alternatives for the Future"; and the dinner speech and summaries in Part Six.

67. Kies, Cosette. Projecting a Positive Image through Public Relations. Chicago, IL: American Library Association, 1979. 88pp. $4.00.

Part of a series on issues of concern to media specialists, this volume brings together elements of communication theory and public relations most applicable to work in school media centers. Sections include identification of school media specialists and discussion of how they can project their image, their potential audience, and how to initiate and continue a public relations program.

68. Kiewitt, Eva L. Evaluating Information Retrieval Systems: The PROBE Program. Westport, CT: Greenwood Press, 1979. 187pp. $15.95.

A complete guide to determining the effectiveness of computerized document and bibliographic information systems, this study addresses two important trends in contemporary librarianship: the information explosion, which is requiring libraries to computerize their information systems, and tight budgeting, which makes cost-benefit analysis of all systems essential. The author analyzes the PROBE project, a computer search service providing access to ERIC at Indiana University, and its evaluation techniques, and reviews previous studies as well.

69. Kittross, John M., Comp. A Bibliography of Theses and Dissertations in Broadcasting: 1920-1973. Washington, DC: Broadcast Education Association, 1978.

Over 4,300 main entries include a serial number, author, title, college or university granting the degree, name of the degree awarded, year awarded, and possibly the last name of the advisor or chairperson of the student's committee. Main entries are arranged alphabetically by author's last name; access is also possible by Key Word, topic, or year. Statistical analysis of the contents by school, year, and topic precedes the main entry section.

70. Knirk, Frederick G. Designing Productive Learning Environments. Englewood Cliffs, NJ: Educational Technology Publications, 1979. 184pp. $14.95.

This volume is an attempt to show how to bring about productive learning spaces and facilities which lead to effective and efficient instruction and learning. Sections include facility surveys and forecasts; learning space and architectural specifications; site planning, development, costs and funding of new facilities; the thermal environment; acoustical and light control; instructional media technology requirements; special purpose facilities; and equipping the learning environment.

71. Kozma, Robert B., Lawrence W. Belle, and George W. Williams. Instructional Techniques in Higher Education. Englewood Cliffs, NJ: Educational Technology Publications, 1978. 431pp. $15.95.

Designed for the college teacher in an attempt to provide a personal reference containing information from research and experience on instructional techniques ranging from lecture to computer applications. Rather than a list of instructional techniques, this volume provides the information on the techniques and the context within which their selection is made--a match between the instructional situation and the best approaches to teaching. Section one is concerned with the context of instructional decisions; section two with a variety of instructional techniques. Includes a bibliography, glossary, author and subject indexes.

72. Lancaster, F.W. Toward Paperless Information Systems. New York, NY: Academic Press, 1978. 191pp. $13.50.

The author summarizes the achievements of the intelligence community in the implementation of paperless systems, points to the need for such systems in the scientific and technical community, and presents a scenario of what such a system might look like. He discusses the application of computers to the storage, retrieval, and dissemination of information; communication in science and technology; feasibility and benefits of the electronic system; problems of implementation; and the role of the library in a paperless society.

73. Laybourne, Kit, and Pauline Cianciolo, Eds. Doing the Media: A Portfolio of Activities, Ideas, and Resources. Chicago, IL: American Library Association, 1979. 220pp. $15.00.

This new, revised edition provides step-by-step instruction in the use of media through an emphasis on particular projects, grouped under major sections on Photography, Film, Video, Sound, and Other Media. Each of the 17 chapters in the book concentrates on a single medium, and suggests activities for its instructional use. Also covers general guidance on using media in the classroom, and curriculum design. A resource list is included.

74. Legge, Nancy, Ed. and Comp. Access: Film and Video Equipment: A Directory. Washington, DC: American Film Institute, 1978. 135pp. $2.00.

Compiled from "Media Arts Program Equipment Access Questionnaire" data to provide practical information to independent media artists seeking production and post-production equipment and facilities. Divided into six regions, each facility entry includes name, address, telephone, contact person, hours, and organizational description; equipment access policy; additional services and resources; facility description; equipment inventory; and development. A section of selected resources and an index follow.

75. Lindskoog, John, and Kay Lindskoog. How to Grow a Young Reader. Elgin, IL: David C. Cook Publishing, 1978. 166pp. $2.95.

Two basic areas are covered: how to get a child to read in an age of television, and what to give the child to read. Includes a browsing guide to more than 400 books for children, with brief reviews for those felt to be outstanding books in each subject category.

76. Lubans, John, Jr., Ed. Progress in Educating the Library User. New York, NY: R.R. Bowker, 1978. 230pp. $15.95.

A collection of papers addressing fundamental issues and attempting to arrive at a collective statement of basic principles in the increasingly important area of educating the library's clientele in the principles of bibliographic organization and their practical application to the information-seeking process.

77. Mallea, John R., and Edward C. Shea, Comps. Multiculturalism and Education: A Select Bibliography. Toronto, Ontario: Ontario Institute for Studies in Education, 1979. 298pp.

A selective bibliography intended to provide students, teachers, and communities with knowledge of relevant sources on related aspects of ethnicity and education in plural societies. Divided into sections: plural societies; culture, language, minorities, race, ethnicity, immigration, attitudes, and multicultural education; and audiovisual materials. Includes an appendix listing bibliographies, and an author index.

78. Martin, Murray S., Ed. Budgetary Control in Academic Libraries. Greenwich, CT: JAI Press, 1978. 231pp. $22.00.

Designed as a "how-to" book for librarians working with the financial side of library operations, chapters include the need for fiscal management, what is a budget, the purpose of budgetary control, preliminary budget analysis, collection of information and the use of statistics to support a budget request, budgetary and economic restraints and the setting of priorities, presentation and justification of a budget request, setting up the budget, coping with change, monitoring and closing out the budget, and important issues to remember.

79. McAshan, H.H. Competency-Based Education and Behavioral Objectives. Englewood Cliffs, NJ: Educational Technology Publications, 1979. 279pp. $14.95.

Intended for professional educators involved in teacher training; those administering educational programs; those teaching in K-12, junior college, and university classrooms; and students who will be assuming educational roles in the future, this book intends to provide a functional description of Competency-Based Education, to identify the advantages of such programs, and to identify current problems which tend to reduce the effectiveness of CBE. Techniques for writing and operationalizing appropriate types of competencies and performance objectives are also included.

80. McKee, Gerald, Ed. Audio-Cassette Directory. Glendale, CA: Cassette Information Services, 1979. 174pp. $12.00.

A fourth edition, revised and expanded, of the former Directory of Spoken-Voice Audio-Cassettes, this listing includes adult or college-level non-music programs available on cassette, names and addresses of 516 producers of audio-cassette programming, and a description of all educational and entertainment programs currently available, with a complete subject index.

81. Meacham, Mary. Information Sources in Children's Literature: A Practical Reference Guide for Children's Librarians, Elementary School Teachers, and Students of Children's Literature. Westport, CT: Greenwood Press, 1978. 256pp. $18.95.

A key to resources available in dealing with the numerous questions, problems, and decisions in the area of children's trade books and other materials that librarians and teachers face daily in an ordinary elementary school library or children's section of a public library. Designed to help in deciding what children's resource materials to buy and keep, and how to use them in answering reference questions posed by children or adults. Scope is comprehensive, with many entries being bibliographies of bibliographies. Sections are divided by type, such as building the basic collection, and special help for special fields.

82. Media Handbook: A Guide to Selecting, Producing, and Using Media for Patient Education Programs. Chicago, IL: American Hospital Association, 1978. 134pp. $14.00 ($11.20 for AHA members).

Designed to guide any hospital staff person in selecting, producing and using media for patient education programs. The eight chapters examine the eight steps in the educational planning process, and are contained within three major sections: Program Development, The Role of Media, and Program Evaluation. A bibliography is included.

83. Megarry, Jacquetta, Ed. Perspectives on Academic Gaming and Simulation 4: Human Factors in Games and Simulations. New York, NY: Nichols Publishing, 1979. 186pp. $16.00.

Proceedings of the 1978 Conference of SAGSET (the Society for Academic Gaming and Simulation in Education and Training); the third volume in a series. The 17 papers included are grouped into five areas, each one introduced by linking matter. Access by contents list, author list, subject grouping, and name and subject indexes.

84. Miller, Hannah Elsas. Films in the Classroom: A Practical Guide. Metuchen, NJ: Scarecrow Press, 1979. 313pp. $12.50.

Addressed to teachers, librarians, administrators, and students who select and buy (or will) films to be used as part of teaching. Intended to help with the integration of films and other non-print into the curriculum, to instruct in the use and choice of hardware and software, and to suggest innovative ways of using films. Why and how to preview films, where and how to rent and buy them, sources of films, periodicals and books that preview films, and examples of films are also included.

85. Mitchell, Betty Jo, Norman E. Tanis, and Jack Jaffe. Cost Analysis of Library Functions. Greenwich, CT: JAI Press, 1978. 206pp. $22.50.

Describes the program of cost analysis development at California State University Library, Northridge, to provide management with data pertinent to the decision making process. The program is presented so that it can be generalized to other situations, and is the first step in the development of a library cost analysis system that will provide the means of comparing costs between libraries and providing the basis for establishing realistic staffing formulas.

86. Nadler, Myra, Ed. How to Start an Audiovisual Collection. Metuchen, NJ: Scarecrow Press, 1978. 165pp. $7.00.

Intended to help anyone needing to establish or implement audiovisual collections or services, written by people who have done it and are still at it. Information is practical and current, and includes how to establish basic collections; which indexes and review media to use; what equipment is needed, which specific makes and models to buy and why; how to staff departments, plan services, organize programs, and plan publicity.

87. The 1979 Fearon Pitman Curriculum Development Library. Cumulative Indexes, 7 volumes. Belmont, CA: Fearon Pitman Publishers, 1979. 1029pp.

These indexes provide access to the Fearon Pitman Curriculum Development Library, a microfiche collection devoted to curriculum documents and guides solicited from school districts and curriculum libraries, that show educational requirements, programs, and teaching practices for grades K-12 throughout the U.S. and Canada. Entries are arranged by subject area using key-words found in Volume 1. Access is also possible by document title and geographical source.

88. Ott, Helen Keating. Helping Children through Books. A Selected Booklist. Bryn Mawr, PA: Church and Synagogue Library Association, 1979. 35pp. $3.75.

A new and enlarged edition intended for children in the primary grades through early teens, the books are arranged in four broad subject categories: Living with Oneself; Living with Others, Broadening One's Friendships; and Understanding Some Special Concerns. Those titles included meet the criteria of good books for children, most are fiction, and an attempt was made to select recent, lesser-known books for inclusion. Short annotations are provided.

89. Paperbound Books for Young People. Preschool Through Grade 12. 1st Ed. New York, NY: R.R. Bowker, 1979. 278pp. $7.50 postpaid.

A comprehensive bibliography of 8,750 titles for readers from preschool through twelfth grade, plus pedagogical and reference materials about literature for children and young adults. Indexes by subject, author, title, and illustrator; also includes a directory of publishers.

90. Penland, Patrick R., and Aleyamma Mathai. The Library as a Learning Service Center. New York, NY: Marcel Dekker, 1978. 255pp. $22.50.

Designed to help professional consultants meet the changed imperatives of community life, sections include a unit of discourse that develops the theme that a professional helping system is embedded in the process of everyday life; the innovative learning system from which service is growing as community provisions are coordinated; training patterns in staff development; and competencies and methods by which consultants are made accessible to citizens.

91. Pennell, H. Barrett, Jr., Richard C. Torbert, and John W. McLamb, Jr. Find Out Who Your Friends Are (A Practical Manual for the Formation of Library Support Groups). Philadelphia, PA: The Friends of The Free Library of Philadelphia, 1978. 90pp. $9.00 prepaid.

The major purpose of nearly all Friends of any library is to establish a closer relationship between their library and the public it serves, by working to promote increased knowledge of the functions, resources, services, and needs of the library, and advocating and seeking adequate public and private funds to assure quality library service. This manual provides information needed to establish and maintain such a group.

92. Peterson, Ralph L. A Place for Caring and Celebration: The School Media Center. Chicago, IL: American Library Association, 1979. 39pp. $3.00.

Part of a series on issues of concern to media specialists, this paper identifies the qualities that give the media center its unique educational value as it assumes a central position within the school's curriculum. Written from the teacher's perspective, examples are from elementary and middle schools, although generalizable to the secondary level as well.

93. Pollet, Dorothy, and Peter C. Haskell, Eds. and Comps. Sign Systems for Libraries: Solving the Wayfinding Problem. New York, NY: R.R. Bowker, 1979. 281pp. $24.95.

A collection of papers written by specialists addressing the matter of making libraries more accessible, particularly to first-time or unskilled library users. Chapters proceed from the theoretical to the practical, with part 1 laying the groundwork for the design of a visual guidance system by presenting theories and research relevant to user behavior in public service environment; part 2 covering specifics of planning and designing such a system; part 3 including practical solutions developed by real libraries; and part 4 suggesting ways in which library building planning and space arrangement can assist the wayfinding process.

94. A Qualitative Study: The Effect of Television on People's Lives. Washington, DC: Corporation for Public Broadcasting, 1978. 95pp.

A four-city study whose aim was to discover how representative television viewers interacted with their television sets, what their viewing habits were, how they planned for their viewing time, which members of the family dominated program selection, what type and what specific programs were liked and disliked and what programs or televised events had made a strong impact on them. Areas of evaluation (how worthwhile is time spent watching TV), attitudes concerning commercial and public broadcasting, and opinions about the present and future magnitude and type of impact from television are also explored.

95. Quimby, Harriet B., and Rosemary Weber. Building a Children's Literature Collection. Rev. Ed. CHOICE Bibliographical Essay Series, No. 5. Middletown, CT: CHOICE, 1978. 42pp. $4.75.

The first section, "A Suggested Basic Reference Collection for Academic Libraries," is designed to serve as a guide for those wishing to remodel and update collections of materials supporting the study of children's literature at all levels, in colleges and universities. "A Suggested Basic Collection of Children's Books" suggests a number of items for a basic collection of children's books, including fiction, picture and easy books, folk literature, biography, poetry, and nonfiction.

96. Rubin, Rhea Joyce, Ed. Bibliotherapy Sourcebook. Phoenix, AZ: Oryx Press, 1978. 416pp. $14.95 (plus 95¢ postage and handling).

A complete, up-to-date collection of articles available on bibliotherapy. Editorial comments include an introduction, definition and historical background of bibliotherapy. Complements the textbook Using Bibliotherapy: A Guide to Theory and Practice, also by Rhea Joyce Rubin, published by Oryx Press, 1978.

97. Schramm, Wilbur. Big Media, Little Media: Tools and Technologies for Instruction. Beverly Hills, CA: Sage Publications, 1977. 320pp. $17.50 hardcover, $8.95 paper.

The author states his purpose to be assembling and reviewing the existing information that bears on the choice of media for instruction, and especially on the choice between Big and Little Media, so that the state of the art can be known to the teacher or planner who wants to understand as much as possible about the decision he or she has to make. Topics covered include experiments about the effectiveness of different media for instruction; guidelines available from instructional technology; knowledge of relative media costs; field project information, such as cost-effectiveness or administrative and educational experience; and guidelines representing the state of the art in the choice of media for instruction.

98. Schultz, Claire K. Thesaurus of Information Science Terminology. Rev. and Expanded. Metuchen, NJ: Scarecrow Press, 1978. 299pp. $9.50.

A lexicon which serves as an indexing and searching tool, as well as a text used in library schools teaching how to index. Alphabetic and hierarchic arrangements indicate the discourse of information science and interrelationships of its terminology as perceived by an internationally recognized professional observer. A new feature is a set of tutorial chapters, addressing the functions of thesauri; how they compare with traditional authority lists; and how they are constructed, adapted to unique situations, and maintained.

99. Shaffer, Dale E. Management Concepts for Improving Libraries: A Guide for the Professional Librarian. Salem, OH: Dale E. Shaffer, 1979. 40pp. $3.95.

A collection of management concepts and principles--planning, organizing, coordinating, and controlling--applicable for use in every library. Arranged alphabetically by key management area; e.g., administrative skills, art of librarianship, authority, communication, etc., this handbook contains definition and discussion useful for library administrators.

100. Shapiro, Lillian L. Teaching Yourself in Libraries: A Guide to the High School Media Center and Other Libraries. New York, NY: H.W. Wilson, 1978. 192pp. $5.00.

Intended as a guide for young people wanting to learn how to use the library as a practical resource, this handbook contains curriculum-oriented units, each of which can be used independently. Units include health and science in your life, vocational and college information, war and peace, poetry, values, getting it together, and being a well-informed citizen. Units contain suggested materials, and a set of test questions is included.

101. Smith, Jessie Carney. Black Academic Libraries and Research Collections: An Historical Survey. Westport, CT: Greenwood Press, 1978. 320pp. $15.00.

Focuses on library programs, facilities, resources, and services at 4-year, degree-granting, historically black institutions in the U.S., beginning with a brief historical account of black colleges, proceeding to a review of earlier studies of improvement programs for black libraries, examining the present status of black college libraries, cataloging improvement programs and measuring their effectiveness, offering a variety of recommendations for future improvement, and reviewing special collections of black literature found in a number of these libraries.

102. Sources and Resources: An Annotated Bibliography on Inservice Education. (Rev. Ed.) Syracuse, NY: Syracuse University National Dissemination Center, 1979. 323pp. $4.50.

Designed as a resource for educational professionals interested in inservice education, this annotated bibliography includes citations primarily located through ERIC, Exceptional Child Education Resources, and Psychological Abstracts. Citations are divided by subject area, such as developmental processes in inservice education, teacher centers, model programs, resources, and research, among others. A glossary explaining terms and defining the topics and subdivisions is included at the beginning of each section. Also indexed by author.

103. Sterling, Christopher H., and Timothy R. Haight. The Mass Media: Aspen Institute Guide to Communication Industry Trends. New York, NY: Praeger, 1978. 500pp. $11.95.

A sourcebook offering a comprehensive statistical overview of the American communications industries from 1900 to the present. The editors have gathered and analyzed data on books, newspapers, magazines, motion pictures, recordings (disc and tape), radio, television, and cable, from academic, industry, trade and government sources. Presented on a topical basis and cross-related.

104. Stineman, Esther, and Catherine Loeb. Women's Studies: A Recommended Core Bibliography. Littleton, CO: Libraries Unlimited, 1979. 672pp. $27.50.

Intended to provide an annotated and indexed collection, organized around traditional disciplines, of English-language, mainly in-print publications that support research on women and women's issues. Divided into subject sections including anthropology; autobiography, biography, diaries, memoirs, letters; business, economics, labor; education; fine arts, photography, film, music; history; language and linguistics; law; literature; medicine, health, sexuality, biology; politics and political theory; psychology; reference; religion and philosophy; sociology; sports; women's movement and feminist theory; and periodicals. Indexed by author, title, subject.

105. Tracton, Ken. 57 Practical Programs and Games in BASIC. Blue Ridge Summit, PA: TAB Books, 1978. 210pp. $10.95 hardbound, $7.95 paper.

A book for those who have a minicomputer, whose language is BASIC, and who are ready to test the limits of their programming capability. Chosen for fun, as well as teaching aids, programs include those for games, practical applications in solving actual problems, historical events, electronic design, and math and science.

106. Turow, Joseph. Getting Books to Children. An Exploration of Publisher-Market Relations. Chicago, IL: American Library Association, 1978. 144pp. $8.50.

Examines the differences in children's book publishing between firms that produce books predominantly for the mass market and those that produce books predominantly for the library market. The author applies a model from a study of mass communications to the juvenile book industry, which should increase understanding of children's publishing and its marketplace by the library professional, and lead to more efficient and successful activities within that marketplace.

107. A 25-Year Forecast for Commercial Communications Satellites and The Congestion of the Geostationary Arc. Gaithersburg, MD: Future Systems Incorporated, 1977. 168pp. $225.00.

"This report presents a 25-year forecast of the use of the geostationary arc for commercial communications satellites; its purpose is to identify the steps which will have to be taken to ensure sufficient orbital arc capacity so that all nations may satisfy their domestic satellite communications requirements economically." Chapters include method of analysis, demographic data, traffic forecast, technology development, video conferencing satellites, development of the INTELSAT system, domestic and regional systems, satellites in orbit by the year 2002, interference criteria and satellite spacing, service arc, model of satellite locations, and satellite launch schedule.

108. Unwin, Derick, and Ray McAleese, Eds. The Encyclopedia of Educational Media Communications and Technology. Westport, CT: Greenwood Press, 1979. 818pp. $59.95.

Designed to be a comprehensive reference book bringing together widely scattered material from the educational technology field. Includes bibliographic information enabling further reading for some entries.

109. Vandergrift, Kay E. The Teaching Role of the School Media Specialist. Chicago, IL: American Library Association, 1979. 64pp. $4.00.

Part of a series on issues of concern to media specialists, this paper contains practical suggestions and implementation defining the role of the school media specialist as teacher, teacher of media, staff development teacher, and evaluator. An appendix describes model workshops on evaluation and selection of media.

110. Van Orden, Phyllis, and Edith B. Phillips. Background Readings in Building Library Collections. 2nd Ed. Metuchen, NJ: Scarecrow Press, 1979. 427pp. $12.50.

Articles included in this edition reflect the literature of 1969-1978, focusing on themes basic to an understanding of creating, maintaining, and evaluating collections. Written from the viewpoint of academic, public, school, and hospital librarians, articles were chosen to address the concerns of preservice/inservice librarians and others involved in the process.

111. Vanwijngaerden, Frans, Ed. Handbook on the International Exchange of Publications. 4th Ed. Paris, France: UNESCO, 1978. 165pp. (Available from UNIPUB).

Intended for librarians who want to set up an exchange center (particularly in developing countries), exchange librarians wanting to enlarge their knowledge, library school students, officers responsible for library work, and information officers and documentalists. This edition aims at providing 1) a guide on methodology, organization, and management of the international exchange of publications by updating the 3rd edition, and tracing developments of the past ten years; and 2) a detailed up-to-date directory of exchange centers with a national responsibility providing practical information on activities and services, which will enable exchange services worldwide to establish contacts with appropriate partners.

112. The VIDEOLOG: Programs for Business and Industry 1979. New York, NY: Esselte Video, 1979. 275pp. $35.00.

An annotated guide to over 3,300 titles and series which cover a wide variety of economic, technical, social, and psychological areas pertinent to business, and are available on videotape. Entries are arranged in an alphabetical listing which is accessible by subject. A list of producers/distributors provides names, addresses, phone numbers, and contact people.

113. The VIDEOLOG: Programs for General Interest and Entertainment 1979. New York, NY: Esselte Video, 1979. 300pp. $20.00.

An annotated guide to over 4,600 titles (including 450 movies) available on videotape. Entries are arranged in an alphabetical listing which is accessible by subject. There is a separate section on available movies, and a list of producers/distributors and their names, addresses, phone numbers, and contact people is included.

114. Walker, Elinor, Comp. Book Bait: Detailed Notes on Adult Books Popular with Young People. 3rd Ed. Chicago, IL: American Library Association, 1979. 176pp. $4.00.

A list of adult books suitable for young readers 13 to 16 years old, including plot summaries; appealing qualities and weaknesses of each book, and their emotional effect on young readers; and pointers for book talks and follow-up titles. Indexed by subject and title.

115. White-Stevens, Lillian. Adolescent Programs that Work: A National Survey of Successful Educational Programs for Adolescent Students. Trenton, NJ: Department of Education, State of New Jersey, 1978. 244pp.

Includes 64 innovative and successful educational programs developed throughout the nation, addressed to students in grades 6 to 12. Designed to assist school districts in making meaningful improvements in programs for adolescents, and divided into five categories: Basic Skills, Career Education and Guidance, Environmental Education, Special Education, and Special Interest.

116. Wilkinson, Billy R., Ed. Reader in Undergraduate Libraries. Englewood, CO: Information Handling Services, 1978. 462pp. $20.00.

This volume records the early development of separate undergraduate libraries on university campuses, traces their most flourishing period in the 1960s and 1970s, and examines the beginnings and continuation of evaluation of their services. Eight sections describe 1) the background of library service for undergraduate students in the late 19th and first half of the 20th centuries; 2) the first separately housed and specially designed undergraduate library on a U.S. campus--the Lamont Library at Harvard; 3) papers from two major symposia held in 1952 and 1955 on library service to undergraduate students; 4) the first undergraduate library on a large public university campus--the University of Michigan; 5) descriptions of a few of the 37 currently operating undergraduate libraries in the U.S. and Canada; 6) four papers from an institute in the early 1970s about undergraduate librarianship; 7) three major papers from the ACRL pre-conference institute held prior to the 1971 ALA meeting; 8) evaluations and critiques and material on British undergraduate libraries.

117. Wilson, Jane B. The Story Experience. Metuchen, NJ: Scarecrow Press, 1979. 177pp. $8.00.

Designed for classroom use, this guide for the amateur or professional storyteller introduces methods and techniques for selecting material, choosing proper settings, and holding the attention of both child and adult listeners under a variety of conditions. Includes helpful hints and detailed descriptions designed to ensure effective presentation of material to public library groups, in classrooms, and on radio and television.

118. Young, Virginia G. The Library Trustee: A Practical Guidebook. 3rd Ed. New York, NY: R.R. Bowker, 1978. 192pp. $14.95.

Designed for new and experienced library trustees in small communities and big city systems, as they seek to improve and expand library services. Topics covered include duties and responsibilities; qualifications and appointment of trustees; organization of the library board; policy-making; relationships with librarian and staff; the trustee and labor-management relations, planning, the law, finances, building problems, the political process, public library standards, public relations, intellectual freedom, Friends of the Library; and future challenges, among others.

119. Zelmer, A.C. Lynn. Community Media Handbook. 2nd Ed. Metuchen, NJ: Scarecrow Press, 1979. 430pp. $15.00.

Newly revised and enlarged, this handbook is designed as a self-help guide to low-cost communications techniques for community groups, students, and educators. Presents basic information on media forms commonly encountered by community groups, with emphasis on basic operating procedures and practical tips. Illustrated, with bibliography, glossary, and index.

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